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ABSTRACT

This index catalogs over 300 films, filmstrips, audio tapes, games, etc., suggested as useful in the teaching of educational administration. Titles were collected from the questionnaire responses of professors of educational administration (75 of the over 1000 surveyed) who were asked to list and categorize materials and media they are presently using in their preparation and inservice programs. Entries are classified under five major categories: (1) Tasks of Administration (focus on job performance and on division of responsibility); (2) Administrative Processes and Organizational Variables (viewed within the context of groups of people interacting--emphasis on social and psychological aspects of organizations); (3) Societal Factors Influencing Education (focus on societal aspects which have special implications for changes in educational programs and policies); (4) Preparation Programs for Educational Administrators; (5) Materials Relevant to the Area of Higher Education. The listing includes 156 audio tape recordings, 107 16 m.m. sound films, 9 filmstrips, 6 slide sets, 4 disc recordings, 7 overhead projection transparency sets, 5 programed materials items, 7 gaming materials items, 9 simulation devices, and 9 items of miscellaneous materials. Source names and addresses are included. (JS)

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AN INDEX OF MEDIA FOR USE IN INSTRUCTION IN EDUCATIONAL ADMINISTRATION

Compiled by John J. Horvat,
The Articulated Media Project

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Preface

One of the major purposes of the Articulated Media Project is to develop specifications for curriculum and instructional materials to be used in preparation and in-service programs for educational administrators. In designing specifications for such materials it was considered necessary to gain some knowledge of the kinds of materials and media presently being used by professors in their preparation programs. To gain this information a questionnaire survey was initiated by a member of the Articulated Media Project staff under the auspices of the University Council for Educational Administration. The materials presented in this document are, in general, the major findings of that survey.

Over one thousand questionnaires were sent to individual professors of educational administration and to professors in related fields. Less than one-hundred questionnaires were returned, and of these only seventy-five contained information regarding instructional media which had, in fact, been used by the responding professors. Several of the remaining returns contained statements to the effect that media were not used by the respondent or his colleagues. The low percentage of response to the questionnaire survey may not be entirely due to the universal lack of inclination to respond to questionnaires. One factor which may have contributed to the low level of response to the questionnaire is that professors were specifically asked not to list materials which are available from the University Council for Educational Administration. UCEA materials enjoy a rather wide distribution and use, and the restrictions against listing them may have been responsible for the failure of some professors to respond. A second explanation for the low response level may be that many professors did not respond simply because they had little or nothing to say regarding their personal use of media in instruction.

This Index is published in the belief that many professors would like to use media in their instructional efforts but that they are not aware of the existence and/or location of appropriate usable materials. While the Index by no means catalogs all materials which might be useful in the teaching of educational administration, it does list over three hundred titles of films, filmstrips, audio tapes, games, etc., many of which may not be known to the professor.

INTRODUCTION

In the materials which follow, an attempt has been made (1) to list audio-visual and other materials which have been found useful in instructional settings by professors of educational administration, and (2) to list these materials in a manner which will be most convenient for and helpful to the professor who is seeking to augment his usual instructional methods.

In order to gather the information for this report, a questionnaire was sent to over one-thousand individual professors in educational administration and related fields. These professors were asked to list and briefly describe any materials which they, or any of their colleagues, had found to be helpful in preparing educational administrators.

The questionnaire recipients were asked to identify materials of the following kinds:

1. Films
2. Filmstrips
3. Slide Sets
4. Audio Tapes
5. Instructional Games
6. Simulation Materials
7. Programmed Materials
8. Overhead Projection Tansparencies
9. Other Audio-Visual Materials

The reader will note that written case studies are not listed in the above enumeration. They were excluded because a fairly extensive descriptive listing of written case studies (available in print through March, 1965) has been compiled by Horvat et al,[1] and is available through U.C.E.A.

Professors were also asked to supply three items of information about each instructional device reported. These three items were:

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[1] J. J. Horvat, E. M. Bridges, and G. C. Sroufe, Case Studies in Educational Administration: An Information Storage and Retrieval System, (Columbus, Ohio: The University Council for Educational Administration, 1965).

1. The title or name of the instructional device.

2. The name and address of the source from which the materials could be obtained.

3. An indication of one or more "areas" ("areas" are described in detail below) into which the content of the instructional device best fits.

The following classification system was included with the questionnaire to provide guidelines for professors to use in indicating the area(s) into which a particular device best fits.

Instructional Media Classification System

I. Tasks of Administration (Focus on job performance and on division of responsibility)

   A. Instruction and Learning
   B. Curriculum Development
   C. Staff Personnel
   D. Pupil Personnel
   E. Finance and Business Management
   F. School Plant and Services (Transportation, School lunch, etc.)
   G. School-Community Relations (Including School Board Relations)

II. Administrative Processes and Organizational Variables (Viewed within context of groups of people interacting - emphasis on social and psychological aspects of organizations.)

   A. Goal Setting
   B. Communicating
   C. Initiating Change
   D. Making Decisions
   E. Negotiating
   F. Supervising and Evaluating
   G. Building Morale or Climate
   H. Resolving Conflict

III. Societal Factors Influencing Education (Focus on societal aspects which have special implications for changes in educational programs and policies.)

   A. Population Growth and Metropolitanism
   B. Automation, Science, Technology
   C. Race Relations
   D. Church-State Relations
   E. Conflicting World Ideologies
   F. Governmental Change
   G. Economic Development
   H. Social Class Structure and Mobility

IV Preparation Programs for Educational Administrators

A. Recruitment
B. Selection
C. Curriculum
D. Instructional Methodology and Materials
E. Field Experiences (Internships, Apprenticeships, etc.)
F. In-Service Education
G. Professionalization
H. Certification
I. Theory Development
J. Research Methodology

V. Materials Relevant to the Area of Higher Education

As a result of this effort, a total of 319 media items were reported and are listed in this report. Of the 319 items there are:

156 Audio Tape Recordings
107 Films (All are 16 m.m., sound films)
9 Filmstrips
6 Slide Sets
4 Disc Recordings
7 Overhead Projection Transparency Sets
5 Programmed Materials Items
7 Gaming Materials Items
9 Simulation Devices
9 Items of Miscellaneous Materials

ORGANIZATION OF THE LISTINGS

The materials listing, which forms the body of this report, follows the outline provided by the "Instructional Media Classification System" described above. For example, all materials which were reported to be useful for instruction in the area described as "I TASKS OF ADMINISTRATION (Focus on job performance and on division of responsibility) (All Sub-areas)" are listed first in the report. Following this listing, all materials which were reported to be useful for instruction in sub-area "I-A TASKS OF ADMINISTRATION (Instruction and Learning)" are presented. This procedure is followed through the entire list of headings provided by the "Classification System."

Because the individual items are listed under every classification category in which they were reported to be useful in instruction, several items are listed more than once.

PRESENTATION OF THE ITEMS

Each item listed on the following pages is presented in the same general format. For example, under section "I-A TASKS OF ADMINISTRATION (Instruction and Learning)," page 6, item d under films is presented as follows:

> d. "How Good Are Our Schools?" (Report on Conant's Survey) (28 min.) Source 3, 4

The title of the material is given first. Following the title a short description is provided (as in this example), and/or the name of the speaker, author, or producer is given. If the item is a film or an audio tape, the running time is given. Following the data on "time," there is a notation of "source" numbers. These "source" numbers are keyed to refer to names and addresses which are supplied in the "Guide to Sources for Obtaining Materials" (page 53 ff). Following the "source numbers," other numbers may appear. These numbers are either film code numbers or audio tape code numbers, and they should be used to refer to specific items when orders or inquiries are made.

For many of the items, some of the information described in the preceding paragraph is missing. This information may not be applicable to a particular item, or it is not listed because it was not supplied by the item contributer and could not be obtained by other means available to the Project Staff.

A WORD OF CAUTION

Because of the nature of the information gathering process used to prepare this report, it cannot be guaranteed that the classification and placement of each item will be completely accurate or that users of the Index will agree with the classifications in every instance. The categorizations assigned by the contributers to this report have not been questioned or verified. It is believed, however, that the suggested areas for utilization of the listed materials will be reasonably accurate.

I. TASKS OF ADMINISTRATION (All Sub-areas)

Films

a. "A Man's Reach" (32 min.) Source 37

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I-A TASKS OF ADMINISTRATION (Instruction and Learning)

Films

a. "And No Bells Ring - Part II (30 min.)
Source 3, 4, 9, 31a

b. "A Broader Concept of Method" (Part I 13 min.,
Part II - 19 min.) Source 3, 29, 47

c. "Experiment in Excellence" Source 35

d. "How Good Are Our Schools?" (Report on Conant's
Survey) (28 min.) Source 3, 4

e. "Near Home" (25 min.) Source 3, 8, 47

f. "Team Teaching on the Elementary Level"
(14 min.) Source 6

g. A Twenty-two film series on teaching presented
by Pennsylvania State University - offers titles
such as:
a) "Inductive-Deductive Method-Biology"
b) "Teaching a Concept Physics"
c) "Teaching a Mental Skill-Mathematics"
Source 39

h. "We Plan Together" (21 min.) Source 3, 47

Audio Tapes

a. "The Child in a Technological Society"
Arthur Combs Tape #124
William Kvaraceus Tape #125
Hilda Taba Tape #126
Source 25

b. "Development of a Sound Testing Program for a
Public School System" (1 hr.) J. H. Boger
Source 45, Tape #17165

I-A TASKS OF ADMINISTRATION (Instruction and Learning)

Audio Tapes (cont.)

c. "Importance of Pre-primary Education" James L. Rymes
Source 25, Tape #79

d. "The Nature and Structure of Knowledge" Jerome Bruner
Source 25, Tape #101

e. "New Directions in Secondary Education" (1 hr.)
B. Frank Brown Source 45, Tape #17160

f. "Responsibility of the Superintendent in Providing for Slow Learners" (1 hr.) Jack Abramowitz
Source 45, Tape #17583

g. "Self Concept as it Relates to Motivation"
Source 5, Tape #308

h. "The Superintendent's Responsibility for the Development of Programs of Special Education"
(1 hr.) Source 45, Tape #17281 A and B

i. "The Superintendent's Responsibility for the Education of Gifted Children" (2 hrs.)
Source 45, Tape #17169 A and B

j. "Tactics and Strategies in Improving Our Schools"
Paul Brandwein Source 14, Tape #3

k. "Team Teaching and Large Group Instruction"
(48 min.) Luvern L. Cunningham
Source 49, Tape #C-10

l. "Team Teaching: Nine Questions and Answers"
Lloyd Trump . Source 25, Tape #24

m. "Theories of Instruction" (1 hr.) Ira J. Gordon
at ASCD conference Source 45, Tape #17742

Film Strips

a. "Broadening the Curriculum and Enriching School Living" Source 47

b. "Deciding What to Teach" (includes record)
Source 31c

c. "Focus on the Individual-A Leadership Responsibility"
(includes record) Source 31d

I-A TASKS OF ADMINISTRATION (Instruction and Learning)

Film Strips (cont.)

d. "A New Climate for Education" Source 2

e. "Planning and Organization for Instruction" (includes record), Source 31c

Slides

a. "Elementary-Secondary Act of 1965" Source 10

Overhead Projector Transparencies

a. "Bloom's Taxonomy of Educational Objectives (Affective Domain)" Source 28

b. "Bloom's Taxonomy of Educational Objectives (Cognitive Domain)" Source 28

c. "Team Teaching Organization" Source 38

Other

a. "Instructional Leadership Training Materials, Series 1, with Manual for Observing and Analyzing Classroom Behavior" Source 22

b. "Planning, Teaching and Evaluating a Teaching Learning Situation" VIDEO TAPE Source 43

c. "Specific Teaching Methods" VIDEO TAPE Source 43

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I-B TASKS OF ADMINISTRATION (Curriculum Development)

Films

a. "And No Bells Ring - Part I" (On teacher utilization) (30 min.) Source 3, 4, 9, 31d

b. "Broader Concepts of Curriculum" (21 min.) Source 3, 29, 47

I-B TASKS OF ADMINISTRATION (Curriculum Development)

Films (cont.)

c. "Education: The Public Schools" (29 min.) Source 3, 14

d. "Experiment in Excellence" Source 35

e. "The Hickory Stick" (28 min.) Source 3, 27, 31, 47

f. "How Good are Our Schools?" (Report on Conant's Survey) (28 min.) Source 3, 4

g. "Near Home" (25 min.) Source 3, 8, 47

h. "Seminar on American Civilization: Do We Need a New Educational Revolution" (29 min.) Source 3, 14

Audio Tapes

a. "The Administrators Role in Curriculum Development" (1 hr.) Source 45

b. "Are the Schools Neglecting the Fundamentals?" Source 34

c. "Changing Curriculum Leadership" Richard Foster Source 25, Tape #122

d. "The Child in a Technological Society"
Arthur Combs Tape #124
William Kvaraceus Tape #125
Hilda Taba Tape #126
Source 25

e. "Development of a Sound Testing Program for a Public School System" (1 hr.) Source 45, Tape #17165

f. "Emerging Curriculum Patterns" (1 hr.)
Robert Alfonso at ASCD conference. Source 45, Tape #17743

g. Side 1- "Frontiers in Curriculum Development" (Maurice Ahrens)
Side 2- "Frontiers in Human Relations" (Hal Lewis)
Source 25, Tape #51

h. "Goals of Education" Source 34

I-B TASKS OF ADMINISTRATION (Curriculum Development)

Audio Tapes (cont.)

i. "Impact of the National Curriculum Projects" (ASCD Conference 1963) Source 25, Tape #103

j. "Improving Curriculum Development" Kimball Wiles Source 25, Tape #46

k. "Improving Quality Education Through Teamwork" (1 hr.) Norton L. Beach Source 45, Tape #17276 A and B

l. "The Nature of Curriculum Change" Kimball Wiles Source 25, Tape #45

m. "Responsibility of the Superintendent in Providing for Slow Learners" (1 hr.) Jack Abramowitz Source 45, Tape #17583

n. "The School Drop Out Problem" (30 min.) Moderated by actor James Stewart, Source 45, Tape #17027

o. "A Strategy for the Education of the Disadvantaged" and "Teaching Technology and the Disadvantaged Child" Frank Riessman Source 25, Tape #44

p. "The Superintendent's Responsibility for the Development of Programs of Special Education" (1 hr.) Source 45, Tape #17281 A and B

q. "The Superintendent's Responsibility for the Education of Gifted Children" (2 hrs.) Source 45, Tape #17169 A and B

r. "Tactics and Strategies in Improving Our Schools" Paul Brandwein Source 14, Tape #3

s. "Theoretical Basis of Curriculum" Kimball Wiles Source 25, Tape #91

Film Strips

a. "Broadening the Curriculum and Enriching School Learning" Source 47

b. "Deciding What to Teach" (includes record) Source 31c

I-B TASKS OF ADMINISTRATION (Curriculum Development)

Film Strips (cont.)

c. "Focus on the Individual, A Leadership Responsibility" (Includes record) Source 31d

d. "Planning and Organizing for Instruction" (includes record) 31c

Slide Sets

a. "Elementary-Secondary Act of 1965" Source 10

Overhead Projection Transparencies

a. "Bloom's Taxonomy of Educational Objectives (Affective Domain)" Source 28

b. "Bloom's Taxonomy of Educational Objectives (Cognitive Domain)" Source 28

c. "Components of the Curriculum" Source 28

Programmed Instruction

a. "Mudville Scheduling Problems" (Includes 3 overhead projection transparencies) Source 43

Other

a. "Planning, Teaching and Evaluating a Teaching Learning Situation" VIDEO TAPE Source 43

b. "Specific Teaching Methods" VIDEO TAPE Source 43

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I-C TASKS OF ADMINISTRATION (Staff Personnel)

Films

a. "And No Bells Ring" Part I (30 min.) (On teacher utilization) Source 3, 4, 9, 31d

I-C TASKS OF ADMINISTRATION (Staff Personnel)

Films (cont.)

b. "The Conference" (15 min.) Source 37

c. The Dynamics of Leadership Series
"The Anatomy of a Group" (30 min.)
Kinescope film or Video tape available. Source 3, 17, 39

d. The Dynamics of Leadership Series
"Diagnosing Group Operations" (30 min.)
Kinescope film or Video tape available. Source 3, 17, 39

e. The Dynamics of Leadership Series
"Individual Motivation and Behavior" (30 min.)
Kinescope film or Video tape available. Source 3, 17, 39

f. The Dynamics of Leadership Series
"Roadblocks to Communication" (30 min.)
Kinescope film or Video tape available. Source 3, 17, 39

g. The Dynamics of Leadership Series
"Sharing the Leadership" (30 min.)
Kinescope film or Video tape available. Source 3, 17, 39

h. "Is the Teacher Liable?" Source 20

i. "Legal Liability of Teachers for School Accidents"
(30 min.) Source 5*; 7 (*Source 5 film code number is MP-3209)

j. "Let's Discuss It" (29 min.) Source 27, 32, 39, 47

k. "Planning for Personal and Professional Growth"
(19 min.) Source 3, 29, 47

l. "Point of Decision" (17 min.) Source 37

m. "Production 5118" Source 40, 47, 54

n. "The Teacher: Authority or Automation" Source 32

o. "Wattsie" (A case incident) (11 min.) Source 37

Audio Tapes

a. "Creativity in Management" (1 hr.)
Source 45, Tape #17626

I-C TASKS OF ADMINISTRATION (Staff Personnel)

Audio Tapes (cont.)

b. "Dr. Conant's Study on Teacher Certification" (90 min.) Source 45, Tape #17164

c. "The Elements of Creative School Control" Kimball Wiles Source 14, Tape #29-1

d. Side 1 - "Frontiers in Curriculum Development" (Maurice Ahrens)
Side 2 - "Frontiers in Human Relations" (Hal Lewis)
Source 25, Tape #51

e. "Improving Quality Education Through Teamwork" (1 hr.) Norton Beach Source 45, Tape #17276 A and B

f. "Keeping Teachers Happy" Source 36

g. "Responsibility of the Superintendent for Improving the Teaching Profession" (1 hr.) Earl Armstrong Source 45, Tape #17652

h. "The Selection Induction, and In-Service Education of Teachers" Kimball Wiles Source 14, Tape #29-2

i. "The Source and Use of Authority in Organizations" (50 min.) William Reeder Source 49, Tape #C-18

j. "Team Teaching and Large Group Instruction" (48 min.) Luvern Cunningham Source 49, Tape C-10

k. "What are the Signs of Teacher Effectiveness?" Kimball Wiles Source 14, Tape #29-3

Recordings

a. Educational Growth Series, Vol III
1. "Raising Professional Standards of Teachers Through Better Staff Utilization" Source 4

Film Strips

a. "Deciding What to Teach" (includes record) Source 31c

I-C TASKS OF ADMINISTRATION (Staff Personnel)

Film Strips (cont.)

b. "Focus on the Individual-A Leadership Responsibility" (includes record) Source 31d

c. "Planning and Organizing for Instruction" (includes record) Source 31c

Slide Sets

a. "Coordinating Student Teaching Programs" (includes tape) Source 43

b. "Related Activities for Student Teachers" (includes tape) Source 43

Overhead Projection Transparencies

a. "Models of Vertical and Horizontal Organization of Schools" Source 28

b. "Team Teaching Organization" Source 38

Programmed Materials

a. "Mudville Scheduling Problems" (includes 3 overhead projection transparencies) Source 43

Gaming Materials

a. "The School Personnel Management Game" Source 1

b. "Staffing Problems-Scheduling Problems for Junior and Senior High Schools" Source 56

Other Materials

a. "Instructional Leadership Training Materials, Series 1, with Manual for Observing and Analysing Classroom Behavior" Source 22

b. "Instructional Leadership Training Materials, Series 4, with Manual on Subordinates' Satisfaction and Production" Source 22

I-C TASKS OF ADMINISTRATION (Staff Personnel)

Other Materials (cont.)

c. "Planning, Teaching and Evaluating a Teaching-Learning Situation" VIDEO TAPE Source 43

d. "Specific Teaching Methods" VIDEO TAPE Source 43

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I-D TASKS OF ADMINISTRATION (Pupil Personnel)

Films

a. "And No Bells Ring - Part II" (30 min.) Source 3, 4, 9, 31d

b. "Children of Change" (30 min.) Source 3, 27, 39

c. "The Dropout" (28 min.) Source 3, 27, 47, 50

d. "Is the Teacher Liable?" Source 20

e. "Legal Control and Discipline of Public School Pupils" Source 4, 7

f. "Legal Liability of Teachers for School Accidents" (30 min.) Source 5*, 7 (*Source 5 film code number is MP-3209)

g. "Who is Pete?" (28 min.) Source 3, 27, 31

Audio Tapes

a. "The Federal Impact Program" (30 min.) Source 45, Tape #17586

b. "Importance of Pre-primary Education" (James L. Rymes) Source 25, Tape #79

c. "Responsibility of the Superintendent in Providing for Slow Learners" (1 hr.) Jack Abramowitz Source 45, Tape #17583

d. "The School Drop Out Problem" (30 min.) Moderated by actor James Stewart Source 45, Tape #17027

I-D TASKS OF ADMINISTRATION (Pupil Personnel)

Audio Tapes (cont.)

e. "Social Implications of the Dropout Problem"
Margaret Mead Source 14, Tape #37-A

f. "A Strategy for the Education of the Disadvantaged"
and "Teaching Technology and the Disadvantaged Child"
Frank Riessman Source 25, Tape # 44

g. "The Superintendent's Responsibility for the
Development of Programs of Special Education"
(1 hr.) Source 45, Tape # 17281 A and B

h. "The Superintendend's Responsibility for the
Education of Gifted Children" (2 hrs.)
Source 45, Tape #17169 A and B

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I-E TASKS OF ADMINISTRATION (Finance and Business Management)

Films

a. ". . .a better way!" (With Data Processing)
(30 min.) Source 26

b. "Inquiry" (Explains the role of modern data
processing equipment in key functions of
government and society) (17 min.) Source 26

c. "Pop Rings the Bell" (23 min.) Source 3

Audio Tapes

a. "Administrative Leadership and the Theory of
Incremental Gain in Educational Budget Making"
(30 min.) Leon Ovsiew Source 49, Tape # C-9

b. "Automation and the Public Schools" (1 hr.)
S. L. Wolfbein Source 45, Tape #17588

c. "Corporate Finance and School Indebtedness"
(20 min.) Cource 49, Tape #C-11

I-E TASKS OF ADMINISTRATION (Finance and Business Management)

Audio Tapes (cont.)

d. "Economics of Education" (35 min.)
R. L. Johns Source 25, Tape #40
Source 49, Tape #C-6

e. "The Federal Impact Program" (30 min.)
B. Allen Lillywhite Source 45, Tape #17586

f. "Frontiers in Economics of Education" R. L. Johns
Source 25, Tape #52

g. "How Data Processing Can Serve Public Schools" (1 hr.)
Daniel Blackburn, IBM Source 45, Tape #17629

h. "Local School Organization and Reorganization in the U.S." Source 10

i. "The School Administrator Faces the Jungle of Public Finance--School Finance in the Fiscal System" (25 min.) Jesse Burkhead
Source 49, Tape #C-16

j. "School Finance" Source 34

k. "Taped Case--Capitol City Board Meeting" (40 min.)
Luvern Cunningham Source 49, Tape #D-1

Slide Sets

a. "Elementary-Secondary Act of 1965" Source 10

Programmed Materials

a. "The Meaning of School Accounts" (Programmed text on school accounting) Frank W. Lanham Source 49

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I-F TASKS OF ADMINISTRATION (School Plant and Services)

Films

a. "Design for Learning" (18 min.) Source 3

b. "Education: The Public Schools" (29 min.)
Source 3, 14

I-F TASKS OF ADMINISTRATION (School Plant and Services)

Films (cont.)

c. "How Good Are Our Schools?" (Report on Conant's Survey) (28 min.) Source 3, 4

d. "Legal Liability of Teachers for School Accidents" (30 min.) Source 5*, 7 (*Source 5 film code number is MP-3209)

e. "'Pop' Rings the Bell" (23 min.) Source 3

f. "Schools for Tomorrow" (15 min.) Source 52

g. "The Search: Inadequate School Facilities" (26 min.) Source 3, 29

h. "Vision Strip, Audio-Visual Classroom" (14 min.) Source 3, 27

Audio Tapes

a. "Advantage and Disadvantage of the Use of Carpeting in School Buildings" (1 hr.) Source 45, Tape #17650

b. "Body Energy Theory in Planning School Buildings" (28 min.) Paul W. Seagors Source 49, Tape #C 8

c. "The Federal Impact Program" (30 min.) B. Allen Lillywhite Source 45, Tape #17586

d. "How Data Processing Can Serve Public Schools" (1 hr.) Daniel Blackburn, IBM Source 45, Tape #17629

e. "Local School Organization and Reorganization in the United States" Source 10

f. "New Developments in School Plant Planning" (1 hr.) John W. Gilliland Source 45, Tape #17731

g. "New Directions in Secondary Education" (1 hr.) B. Frank Brown Source 45, Tape #17160

h. "Taped Case-Capitol City Board Meeting" (40 min.) Luvern Cunningham Source 49, Tape #D-1

Film Strips

a. "AASA Series on Prize Winning Designs for School Buildings" Source 31b

I-F TASKS OF ADMINISTRATION (School Plant and Services)

Film Strips (cont.)

b. "A New Climate for Education" Source 2

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I-G TASKS OF ADMINISTRATION (School-Community Relations)

Films

a. "Building Political Leadership: A Look at Local Government" (18 min.) Source 3

b. "Building Political Leadership: Electorate Tides of the Future" (22 min.) Source 3

c. "Building Political Leadership: Pressure Groups in Action" (16 min.) Source 3

d. "Building Political Leadership: Waging a Campaign and Winning an Election" (21 min.) Source 3

e. "Community Governments: How they Function" (14 min.) Source 3, 16

f. "Pop Rings the Bell" (23 min.) Source 3

g. "Production 5118" Source 40, 47, 54

h. "Public Opinion" (11 min.) Source 3, 21

i. "School and the Community" (14 min.) Source 3, 4, 29

j. "The School Board in Action" (26 min.) Source 3, 4, 33

k. "The Schoolhouse in Red" Source 21

Audio Tapes

a. "Board/Administrator Relationships" Source 25, Tape #175

b. "Business, Politics, and Teaching School" (1 hr.) Source 45, Tape #17736

c. "Challenges in School Community Relations" Charles R. Spain Source 14, Tape #25-1

I-G TASKS OF ADMINISTRATION (School-Community Relations)

Audio Tapes (cont.)

d. "Confidential Interviews with Owners, Editors, and Reporters of Two Large City Newspapers Relative to What they Want from Educational Administrators" Source 14, Tape #46

e. "Education in Our American Culture" (30 min.) Margaret Mead Source 5, Tape # 379

f. "Educational Politics at the State Level--Schoolmen in Politics" (25 min.) S. A. Bailey Source 49, Tape #C-17

g. "Hallmarks of Good School Community Relations" Charles R. Spain Source 14, Tape #25-2

h. "How Can We Evaluate Our School Community Relations?" Charles R. Spain Source 14, Tape #25-4

i. "How to Tell the School Story" (25 min.) Leslie Kindred Source 49, Tape #C-12

j. "Local School Organization and Reorganization in the U.S." Source 10

k. "Meet the Press" Hyman Rickover Source 14, Tape #39

l. "Rebellion in Education As it Relates to School Community Relations" Charles R. Spain Source 14, Tape #25-5

m. "Suggestions for Improving Your School Community Relations" Charles R. Spain Source 14, Tape #25-3

n. "Taped Case--Capitol City Board Meeting" (40 min.) Luvern Cunningham Source 49, Tape #D-1

Recordings

a. Educational Growth Series, Vol. II
2. "Newer Methods of Reporting Pupil Progress"
Source 4

b. Educational Growth Series, Vol. IV
1. "A Reply to the Attacks on Our Schools"
Source 4

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II ADMINISTRATIVE PROCESSES AND ORGANIZATIONAL VARIABLES (All Sub-areas)

Audio Tapes

a. "Creativity in Management" (1 hr.) Source 45, Tape #17626

b. "Educational Leadership for Times Like These" (1 hr.) L. E. Derthick, NEA Source 45, Tape #17732

c. "Leadership Role of the Principal" Kimball Wiles Source 25, Tape #48

d. "Nature of Leadership" Kimball Wiles Source 25, Tape #47

Programmed Materials

a. "Principles of Management" Leonard J. Kazmier Source 29

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II-A ADMINISTRATIVE PROCESSES AND ORGANIZATIONAL VARIABLES (Goal Setting)

Films

a. "All I need is a Conference" (28 min.) Source 47

b. "Design of American Public Education" (15 min.) Source 3, 4, 15

c. Dynamics of Leadership Series: "Sharing the Leadership" (30 min.) Kinescope film or video tape available. Source 3, 17 39.

d. "Seminar on American Civilation: Do We Need a New Educational Revolution?" (29 min.) Source 3, 14

Audio Tapes

a. "Goals of Education" Source 34

b. "New Directions in Secondary Education" (1 hr.) B. Frank Brown Source 45, Tape #17160

II-A ADMINISTRATIVE PROCESSES AND ORGANIZATIONAL VARIABLES (Goal Setting)

Audio Tapes (cont.)

c. "Pathologies of Organization" (35 min.) Keith Goldhammer Source 49, Tape # C-14

Other Materials

a. "The Management Grid" (Task-oriented vs. People-committed Test) Source 42

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II-B ADMINISTRATIVE PROCESSES AND ORGANIZATIONAL VARIABLES (Communicating)

Films

a. "All I Need is a Conference" (28 min.) Source 47

b. "Communications Primer" (22 min.) Source 3

c. Dynamics of Leadership Series: "Diagnosing Group Operations" (30 min.) Kinescope film or video tape available. Source 3, 17, 39

d. Dynamics of Leadership Series: "Individual Motivation and Behavior" (30 min.) Kinescope film or video tape available. Source 3, 17, 39

e. Dynamics of Leadership Series: "Roadblocks to Communication" (30 min.) Kinescope film or video tape available. Source 3, 17, 39

f. Dynamics of Leadership Series: "Sharing the Leadership" (30 min.) Kinescope film or video tape available. Source 3, 17, 39

g. "Effective Listening" (15 min.) Source 3, 29, 39

h. "Eye of the Beholder" (30 min.) Source 3, 5*, 39 (*Source 5 film code number is MP-3118)

i. "How to Conduct a Discussion" (23 min.) Source 3, 25, 39, 47

j. "Is there Communication When You Speak?" (19 min.) Source 3, 29, 39

II-B ADMINISTRATIVE PROCESSES AND ORGANIZATIONAL VARIABLES
(Communicating)

Films (cont.)

k. "Joint Inquiry as a Means of Resolving Conflict" Source 51

l. "More Than Words" (15 min.) Source 25

m. "Our Invisible Committees" (25 min.) Source 5*, 31f, 39
(*Source 5 film code number is MP-3063)

n. "Point of Decision" (17 min.) Source 37

o. "Production 5118" Source 40, 47, 54

p. "Visual Perception" (20 min.) Source 3, 5*, 19, 39
(*Source 5 film code number is MP-2393)

q. "Wattsie" (A case incident) (11 min.) Source 37

Audio Tapes

a. "Colloquy--Employee-Employer Relationships in Education" Source 14, Tape #41

b. "Communication--An Outside Look" H. O. Richardson Source 14, Tape #36, reel 2

c. "Communication: Dynamic Knowledge" S. F. Paulson Source 14, Tape #36, reel 1

d. "Communication in a Democracy" (1 hr.) Source 12, Tape #59

e. "Communication: The Creative and the Critical" S. F. Paulson Source 14, Tape #36, reel 3A and 3B

f. "How to Communicate More Effectively" (30 min.) Edgar Dale Source 49, Tape #C-15

g. "Organizational Behavior" (35 min.) E. Grant Youmans Source 49, Tape #C-7

h. "Pathologies of Organization" (35 min.) Keith Goldhammer Source 49, Tape #C-14

i. "Seeing is Behaving" (35 min.) Arthur Combs Source 5, Tape #301

II-B ADMINISTRATIVE PROCESSES AND ORGANIZATION VARIABLES (Communicating)

Recordings

a. "How to Criticize" (Supervision in an industrial setting) Source 41

Other Materials

a. "Instructional Leadership Training Materials, Series 4, with Manual on Subordinates' Satisfaction and Production" Source 22

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II-C ADMINISTRATIVE PROCESSES AND ORGANIZATION VARIABLES (Initiating Change)

Films

a. "Design of American Public Education" (15 min.) Source 3, 4, 15

b. Dynamics of Leadership Series: "Sharing the Leadership" (30 min.) Kinescope film or video tape available. Source 3, 17, 39

c. "Engineering of Agreement" (18 min.) Source 39

d. "Experiment in Excellence" Source 35

e. "Overcoming Resistance to Change" (35 min.) Source 3, 39

f. "School and the Community" (14 min.) Source 3, 4, 29

g. "The Social Process" (24 min.) Source 3, 5*, 39 (*Source 5 film code number is MP-2174)

Audio Tapes

a. "Changing Curriculum Leadership" Source 25, Tape #122

b. "Educational Administrators as Agents of Improvement" (1 hr.) John Guy Fowlkes Source 45, Tape #17283 A and B

II-C ADMINISTRATIVE PROCESSES AND ORGANIZATIONAL VARIABLES
(Initiating Change)

Audio Tapes (cont.)

c. "The How of Educational Change" (50 min.)
Luvern Cunningham Source 49, Tape #C-13

d. "Improving Curriculum Development" Kimball Wiles
Source 25, Tape #46

e. "Improving Quality Education Through Teamwork"
(1 hr.) Norton L. Beach Source 45, Tape #17276 A and B

f. "Local School Organization and Reorganization in
the U.S." Source 10

g. "New Directions in Secondary Education" (1 hr.)
B. Frank Brown Source 45, Tape #17160

h. "Tactics and Strategies in Improving Our Schools"
Paul Brandwein Source 14, Tape #3

Film Strips

a. "Reorganized Intermediate School Districts"
(100 frames with recording) Source 31e

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II-D ADMINISTRATIVE PROCESSES AND ORGANIZATIONAL VARIABLES
(Making Decisions)

Films

a. "Engineering of Agreement" (18 min.) Source 39

b. "Our Invisible Committees" (25 min.) Source 5*, 31f, 39
(*Source 5 film code number is MP-3063)

c. "Point of Decision" (17 min.) Source 37

d. "Pressure Groups" (20 min.) Source 3, 5*, 21, 47
(*Source 5 film code number is MP-2173)

e. "The School Board in Action" (26 min.) Source 3, 4, 33

f. "Wattsie" (A case incident) (11 min.) Source 37

II-D ADMINISTRATIVE PROCESSES AND ORGANIZATIONAL VARIABLES (Making Decisions)

Audio Tapes

a. "Fermentation in Decision-Making" (65 min.)
Wallace Sayre Source 49, Tape #C-2

b. "Taped Case--Capitol City Board Meeting" (40 min.)
Luvern Cunningham Source 49, Tape #D-1

Programmed Materials

a. "Feedback 'Cartoon' Problems" (Based on the DCS in-basket items) Source 46

Gaming Materials

a. "The School Personnel Management Game" Source 1

Simulation Materials

a. "Decision-Making and the Elementary School Principal" Source 31a

Other Materials

a. "Classification Grid for Decision-Making in Schools and School Districts" Source 24

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II-E ADMINISTRATIVE PROCESSES AND ORGANIZATIONAL VARIABLES (Negotiating)

Films

a. "All I Need is a Conference" (28 min.) Source 47

b. "Arbitration in Action" (60 min.) Source 3, 39, 47

c. "The Constitution and the Labor Union" (30 min.)
Source 17, 39

d. "Engineering of Agreement" (18 min.) Source 39

II-E ADMINISTRATIVE PROCESSES AND ORGANIZATIONAL VARIABLES
(Negotiating)

Films (cont.)

e. "Overcoming Resistance to Change" (35 min.)
Source 3, 39

f. "Structure of Unions" (11 min.) Source 3, 29, 39

g. "Union Local" (Industrial setting) Source 48

h. "You are There at the Bargaining Table" (50 min.)
Source 39

Audio Tapes

a. "Colloquy-Employee, Employer Relationships in Education" Source 14, Tape #41

b. "Implications of Professional Negotiations for the South" (1 hr.) Glen Robinson, NEA
Source 45, Tape #17279 A and B

Gaming Materials

a. "Professional Negotiations in Education"
(Gaming materials with supplementary instructional materials) Source 49

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II-F ADMINISTRATIVE PROCESSES AND ORGANIZATIONAL VARIABLES
(Supervising and Evaluating)

Films

a. "A Broader Concept of Method"
(Part I - 13 min., Part II - 19 min.)
Source 3, 29, 47

b. "Delegating Work" (9 min.) Source 29, 39

c. "The Hickory Stick" (28 min.) Source 3, 27, 31, 47

d. "Overcoming Resistance to Change" (35 min.)
Source 3, 39

II-F ADMINISTRATIVE PROCESSES AND ORGANIZATIONAL VARIABLES
(Supervising and Evaluating)

Films (cont.)

e. "Planning for Personal and Professional Growth" (19 min.) Source 3, 29, 47

f. Twenty-two film series on teaching presented by Pennsylvania State University - offers titles such as:
a) "Inductive-Deductive Method-Biology"
b) "Teaching a Concept-Physics"
c. "Teaching a Mental Skill-Mathematics"
Source 39

Audio Tapes

a. "The Elements of Creative School Control" Kimball Wiles Source 14, Tape #29-1

b. "Responsibility of the Superintendent for Improving the Teaching Profession" (1 hr.) Earl Armstrong Source 45, Tape #17652

c. "The Selection, Induction, and In-Service Education of Teachers" Kimball Wiles Source 14, Tape #29-2

d. "The Source and Use of Authority in Organizations" (50 min.) William Reeder Source 49, Tape #C-18

e. "What are the Signs of Teacher Effectiveness?" Kimball Wiles Source 14, Tape #29-3

Recordings

a. "How to Criticize" (Supervision in an Industrial Setting) Source 41

b. Educational Growth Series, Vol. III
1. "Raising Professional Standards of Teachers through Better Staff Utilization" Source 4

Film Strips

a. "Studying Teacher Influence" (Five filmstrips and five audio tapes) Source 38

Other Materials

a. "Instructional Leadership Training Materials, Series 1, with Manual for Observing and Analyzing Classroom Behavior" Source 22

b. "Instructional Leadership Training Materials, Series 4 with Manual on Subordinates' Satisfaction and Production" Source 22

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II-G ADMINISTRATIVE PROCESSES AND ORGANIZATIONAL VARIABLES (Building Morale or Climate)

Films

a. "The Conference" (15 min.) Source 37

b. Dynamics of Leadership Series: "Sharing the Leadership" (30 min.) Kinescope film or video tape available. Source 3, 17, 39

c. Dynamics of Leadership Series: "Roadblocks to Communication" (30 min.) Kinescope film or video tape available. Source 3, 17, 39

d. "Experimental Studies in Social Climates of Groups" (30 min.) Source 3, 5*, 47
(*Source 5 film code number is MP-4007)

e. "Overcoming Resistance to Change" (35 min.) Source 3, 39

f. "Point of Decision" (17 min.) Source 37

g. "Schools for Tomorrow" (15 min.) Source 52

h. "The Social Process" (24 min.) Source 3, 5*, 39
(*Source 5 film code number is MP-2174)

Audio Tapes

a. "Frontiers in Human Relations" Source 25, Tape #51, side 2

b. "Improving Quality Education Through Teamwork" (1 hr.) Norton L. Beach Source 45, Tape #17276 A and B

c. "Keeping Teachers Happy" Source 36

d. "Organizational Behavior" (35 min.) E. Grant Youmans Source 49, Tape #C-7

e. "Pathologies of Organization" (35 min.) Keith Goldhammer Source 49, Tape #C-14

f. "The Source and Use of Authority in Organizations" (50 min.) William Reeder Source 49, Tape #C-18

Film Strips

a. "Focus on the Individual--A Leadership Responsibility" (includes record) Source 31d

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II-H ADMINISTRATIVE PROCESSES AND ORGANIZATIONAL VARIABLES (Resolving Conflict)

Films

a. "All I Need is a Conference" (28 min.) Source 47

b. "The Conference" (15 min.) Source 37

c. The Dynamics of Leadership Series "The Anatomy of a Group" (30 min.) Kinescope film or video tape available. Source 3, 17, 39

d. The Dynamics of Leadership Series "Diagnosing Group Operations" (30 min.) Kinescope film or video tape available. Source 3, 17, 39

e. "Engineering of Agreement" (18 min.) Source 39

f. "Joint Inquiry As a Means of Resolving Conflict" Source 51

g. "Let's Discuss It" (29 min.) Source 27, 32, 39, 47

h. "Overcoming Resistance to Change" (35 min.) Source 3, 39

i. "Point of Decision" (17 min.) Source 37

Audio Tapes

a "Pathologies of Organization" (35 min.) Keith Goldhammer Source 49, Tape #C-14

b. "The Source and Use of Authority in Organizations" (50 min.) William Reeder Source 49, Tape #C-18

Gaming Materials

a. "Help" (A gamed conflict situation demonstrating a theory of game analysis of conflict.) Source 38

b. "Sammy and the System" (A gamed conflict situation demonstrating a theory of game analysis of conflict.) Source 38

c. "Sour Grapes" (A gamed conflict situation demonstrating a theory of game analysis of conflict.) Source 38

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III SOCIETAL FACTORS INFLUENCING EDUCATION (All Sub-areas)

Films

a. "The Inheritance" (55 min.) Source 39

b. "John F. Kennedy's Last Words to Labor" (30 min.) Source 39

Audio Tapes

a. "Education in Our American Culture" (30 min.) Margaret Mead Source 5, Tape #379

b. "Issues in Elementary Education" Maurice Ahrens Source 25, Tape #9

c. "Modern Dilemmas in Education" A. W. Combs Source 25, Tape #7

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III-A SOCIETAL FACTORS INFLUENCING EDUCATION (Population Growth and Metropolitanism)

Films

a. "Census Sixty" (15 min.) Source 3, 39

b. "The City and its Region" (28 min.) Source 3, 39

c. "The City as Man's Home" (28 min.) Source 3, 39

d. "Education: The Public Schools" (28 min.) Source 3, 14

e. "Great Cities-Megalopolis" (16 min.) Source 29, 39

f. "Megalopolis: Cradle of the Future" (22 min.) Source 3, 21, 39, 47, 50

g. "People by the Billions" Source 13

h. "The Population Explosion" (38 min.) Source 3, 13

i. "Schools for Tomorrow" (15 min.) Source 52

j. "Seminar on American Civilization: The Runaway City and the New Suburb" (29 min.) Source 3, 17

III-A SOCIETAL FACTORS INFLUENCING EDUCATION (Population Growth and Metropolitanism)

Audio Tapes

a. "Communication in a Democracy" (1 hr.) Source 12 Tape #59

b. "Reapportioning the States" Robert M. Hutchins (1 hr.) Source 12, Tape #125

c. "Selected Phases of the Economic Opportunity Act Neighborhood Youth Corps Project" William Lynch, OEO (1 hr.) Source 45, Tape #17630

Slide Sets

a. "Manpower, the Economy, and Education" Source 18

Other Materials

a. "Instructional Leadership Training Materials, Series 4, with Manual on Subordinates' Satisfaction and Production" Source 22

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III-B SOCIETAL FACTORS INFLUENCING EDUCATION (Automation, Science, Technology)

Films

a. "Automation" Part I (30 min.) Source 39, 48

b. "...a Better Way" (with Data Processing) (30 min.) Source 26

c. "Communications Revolution" (22 min.) Source 37

d. "The Information Machine" (10 min.) Source 26, 39

e. "Inquiry" (Explains the role of modern data processing equipment in key functions of government and society) (17 min.) Source 26

f. "The Living Machine" Source 3, 32

g "What is EDP? (Principles of Electronic Data Processing)" (13 min.) Source 26

III-B SOCIETAL FACTORS INFLUENCING EDUCATION
(Automation, Science, Technology)

Audio Tapes

a. "Automation and the Public Schools" (1 hr.)
Source 45, Tape #17588

b. "Bureaucracy is Not Muddling Through" Newton Minow
(30 min.) Source 12, Tape #95

c. "The Child in a Technological Society"
Arthur Combs Tape #124
William Kvaraceus Tape #125
Hilda Taba Tape #126
Source 25

d. "Democracy and the Emerging Nations" (1 hr.)
Source 12, Tape #1

e. "How Data Processing Can Serve Public Schools"
(1 hr.) Daniel Blackburn, IBM Source 45,
Tape # 17629

f. "Labor Looks at Itself" (75 min.) Source 12,
Tape #37

g. "The Myth of the 'Pure' Administrator" (45 min.)
H. G. Rickover Source 12, Tape #94

h. "Our Technological Society" (1 hr.)
Source 12, Tape #116

i. "Professional Education in the Age of Science"
Russell Meyers Source 14, Tape #35

j. "The Sources of Labor Power" (1 hr.)
Paul Harbrecht, S. J. Source 12, Tape #31

k. "Tangents of Technology" (1 hr.) Aldous Huxley
Source 12, Tape #7

l. "The Technological Order" (1 hr.)
Source 12, Tape #2

Slide Sets

a. "Manpower, the Economy and Education"
Source 18

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III-C SOCIETAL FACTORS INFLUENCING EDUCATION (Race Relations)

Films

a. "Boundary Lines" (11 min.) Source 3, 39, 47, 50

b. "Burden of Truth" (67 min.) Source 3, 39

c. "The High Wall" (30 min.) Source 3, 29, 39, 47, 50

d. "The Negro and the American Promise" (59 min.)
Source 3, 17

e. "The Search for America, Part 2 Our Race Problem"
(Part 1, 29 min. - Part 2, 29 min.) Source 3, 17

Audio Tapes

a. "Affirmative Discrimination: I. Schools and Housing"
(50 min.) Source 12, Tape #82

b. "Affirmative Discrimination: II. Jobs"
(50 min.) Source 12, Tape #83

c. "Black and White in America"
(30 min.) Source 12, Tape #67

d. "The Ethics of Compensatory Justice"
(45 min.) Source 12, Tape #129

e. "The Garner Case I" (1 hr.)
"The Garner Case II" (1 hr.)
"The Garner Case III" (50 min.)
Source 12, Tapes #79, 80, 81

f. "Is There a New South?"
(30 min.) Source 12, Tape #104

g. "The Negro as an American"
(30 min.) Robert C. Weaver, Source 12,
Tape #68

h. "A Negro Looks at the 14th Amendment"
(1 hr.) Loren Miller-NAACP, Source 12,
Tape #77

i. "The Negro Revolution in 1965"
(1 hr.) Bayard Rustin, Source 12, Tape #128

j. "On Revolution" (1 hr.) Scott Buchanan
(Civil Disobedience) Source 12, Tape #17

III-C SOCIETAL FACTORS INFLUENCING EDUCATION (Race Relations)

Audio Tapes (cont.)

k. "Quotas for Negroes: Insult or Compensation?" (48 min.) Source 12, Tape #84

l. "Racial Equality, Criminal Proceedings, and the Courts" (40 min.) Thurgood Marshall Source 12, Tape #96

m. "A Walk on the West Side" (45 min.) Source 12, Tape #69

n. 'Who Will Blow Trumpet?" (1 hr.) Grace Lee Source 12, Tape #66

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III-D SOCIETAL FACTORS INFLUENCING EDUCATION (Church-State Relations)

Audio Tapes

a. "Educational Institutions among Social Institutions" Source 55

b. "An Establishment of Religion" Robert M. Hutchins (1 hr.) Source 12, Tape #90

c. "Religion in the Schools" (1 hr.) Source 12, Tape #8

d. Tape recordings from the Institute on Religion and the Schools - Purdue University (11 tapes as follows) Source 49

F-1 "Problems for Public Education Emerging from our Religious Pluralism" (27 min.)

F-2 "Problems of Financing Education for all School Children" (80 min.)

F-3 "Allocation of Funds for Education in Canada, England, and Holland: Practices and Problems" (1 hr.)

F-4 "Textbooks, Transportation, Tuition, and Medical Benefits" (70 min.)

F-5 "Shared Time" (1 hr.)

III-D SOCIETAL FACTORS INFLUENCING EDUCATION
(Church-State Relations)

Audio Tapes (cont.)

F-6 "Federal Grants and Loans that May Assist Parochial Education" (2 hrs.)

F-7 "Policy Problems Arising From Current Trends and Recent Court Decisions" (70 min.)

F-8 "Reactions to the case The Unadorned Building: A Community Saves its High School" (1 hr.)

F-9 "Religion and the Schools: Constitutional Problems and Considerations" (30 min.)

F-10 "The Relevance of Religion to Education in the Modern World" (48 min.)

F-11 "Conference Synthesis and Projection" (55 min.)

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III-E SOCIETAL FACTORS INFLUENCING EDUCATION
(Conflicting World Ideologies)

Films

a. 'Family of Ghana" (30 min.) Source 3, 50

Audio Tapes

a. "An Adventure in International Understanding" (90 min.) Source 45, Tape #17161

b. 'The Culture Gap in Capitalism" (45 min.) Robert Heibroner Source 12, Tape #99

c. "Democracy and the Emerging Nations" (1 hr.) Source 12, Tape #1

d. "Education and the Goals of Society" (55 min.) George Counts Source 49, Tape #C-5

e. "International Understanding" William Powell Source 25, Tape #127

III-E SOCIETAL FACTORS INFLUENCING EDUCATION
(Conflicting World Ideologies)

Audio Tapes (cont.)

f. "The Prospects for Democracy Around the World" (30 min.) Adlai Stevenson Source 12, Tape #56

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III-F SOCIETAL FACTORS INFLUENCING EDUCATION
(Governmental Change)

Films

a. "Bertrand Russell Discusses Power" (14 min.) Source 3, 16

b. "Building Political Leadership Electorate Tides of the Future" (22 min.) Source 3

c. "Building Political Leadership: Pressure Groups in Action" (16 min.) Source 3

d. "True Story of an Election" (57 min.) Source 3, 13

Audio Tapes

a. "America: Liberal or Conservative" (1 hr.) Source 12, Tape #60

b. "Bureaucracy is Not Muddling Through" (30 min.) Newton Minow Source 12, Tape #95

c. "Business, Politics, and Teaching School" (1 hr.) H. W. Sparks Source 45, Tape #17736

d. "Communication in a Democracy" (1 hr.) Source 12, Tape #59

e. "The Culture Gap in Capitalism" (45 min.) Robert Heilbroner Source 12, Tape #99

f. "Educational Institutions Among Social Institutions" Source 55

g. "Educational Politics at the State Level--Schoolmen in Politics" (25 min.) S. A. Bailey Source 49, Tape #C-17

III-F SOCIETAL FACTORS INFLUENCING EDUCATION
(Governmental Change)

Audio Tapes (cont.)

h. "The Garner Case I" (1 hr.)
"The Garner Case II" (1 hr.)
"The Garner Case III" (50 min.)
Source 12, Tapes #79, 80, 81

i. "Government and Politics: Strengths and Weaknesses" (30 min.) Senator Joseph S. Clark
Source 12, Tape #54

j. "Is Wisdom Enough Today?" (1 hr.)
Robert M. Hutchins and Andrew Shonfield
Source 12, Tape #23

k. "The Political Animal" (1 hr.) Robert M. Hutchins
Source 12, Tape #15

l. "Reapportioning the States" (1 hr.)
Robert M. Hutchins Source 12, Tape #125

m. "The Role of Government in the Economy" (30 min.)
Gunnar Myrdal Source 12, Tape #53

n. "Selected Phases of the Economic Opportunity Act-Neighborhood Youth Corps Project" (1 hr.)
William Lynch, OEO Source 45, Tape #17630

o. "States' Abilities, Not States' Rights" (30 min.)
LeRoy Collins Source 12, Tape #91

p. "The Technological Order" (1 hr.)
Source 12, Tape #2

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III-G SOCIETAL FACTORS INFLUENCING EDUCATION
(Economic Development)

Films

a. "Bertrand Russell Discusses Power" (14 min.)
Source 3, 16

b. "Building Political Leadership - State Political Organizations and Legislative Procedures"
(18 min.) Source 3

c "Man in the Middle: The State Legislator"
(56 min.) Source 3, 29

III-G SOCIETAL FACTORS INFLUENCING EDUCATION
(Economic Development)

Audio Tapes

a. "Affirmative Discrimination II - Jobs"
(50 min.) Source 12, Tape #83

b. "Business, Politics, and Teaching School"
(1 hr.) H. W. Sparks Source 45, Tape #17736

c. "Capitalism and Democracy" (1 hr.)
Source 12, Tape #6

d. "Corporate Finance and School Indebtedness"
(20 min.) W. M. Barr Source 49, Tape #C-11

e. "The Culture Gap in Capitalism" (45 min.)
Robert Heilbroner Source 12, Tape #99

f. "Democracy and the Emerging Nations" (1 hr.)
Source 12, Tape #1

g. "The Economic Paradox" (30 min.)
Source 12, Tape #40

h. "The Economics of Education" (35 min.)
R. L. Johns Source 25, Tape #40
Source 49, Tape #C-6

i. "Educational Institutions Among Social
Institutions" Source 55

j. "Government and Politics: Strengths and
Weaknesses" (30 min.) Sen. Joseph S. Clark
Source 12, Tape #54

k. "Is There a New South?" (30 min.)
Source 12, Tape #194

l. "Labor Looks at Itself" (75 min.)
Source 12, Tape #37

m. "The Role of Government in the Economy" (30 min.)
Gunnar Myrdal Source 12, Tape #53

n. "Selected Phases of the Economic Opportunity
Act-Neighborhood Youth Corps Project"
(1 hr.) William Lynch, OEO Source 45,
Tape #17630

III-G SOCIETAL FACTORS INFLUENCING EDUCATION
(Economic Development)

Audio Tapes (cont.)

o. "The Sources of Labor Power" (1 hr.)
Paul Harbrecht, S. J Source 12, Tape #31

p. "The Technological Order" (1 hr.)
Source 12, Tape #2

q. "A Walk on the West Side" (45 min.)
Source 12, Tape #69

Slide Sets

a. "Manpower, the Economy, and Education"
Source 18

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III-H SOCIETAL FACTORS INFLUENCING EDUCATION
(Social Class Structure and Mobility)

Films

a. "The American Woman in the Twentieth Century"
Source 50

b. "Children Must Learn" (14 min.) Source 3

c. "Children of Change" (30 min.) Source 3, 27, 39

d. "Education: The Public Schools" (29 min.)
Source 3, 14

e. "Four Families" (Part 1-29 min.; Part 2-30 min.)
Source 3, 13, 29, 47

f. "The Search for America, Part 2: the Family"
(29 min.) Source 3, 17

g. "Seminar on American Civilization: Elites and
Classes in America" (29 min.) Source 3, 17

Audio Tapes

a. "Affirmative Discrimination: I - Schools and
Housing" (50 min.) Source 12, Tape #82

III-H SOCIETAL FACTORS INFLUENCING EDUCATION
(Social Class Structure and Mobility)

Audio Tapes (cont.)

b. "Affirmative Discrimation: II - Jobs" (50 min.)
Source 12, Tape #83

c. "America: Liberal or Conservative" (1 hr.)
Source 12, Tape #60

d. "The Anti-Poverty War" (1 hr.)
Source 12, Tape #103

e. "The Culture Gap in Capitalism" (45 min.)
Robert Heibroner Source 12, Tape #99

f. "Importance of Pre-Primary Education"
Source 25, Tape #79

g. "Is There a New South?" (30 min.)
Source 12, Tape #104

h. "The Negro as an American" (30 min.)
Robert C. Weaver Source 12, Tape #68

i. "On Revolution" (1 hr.) Scott Buchanan
(Civil Disobedience) Source 12, Tape #17

j. "Selected Phases of the Economic Opportunity
Act-Neighborhood Youth Corps Project" (1 hr.)
William Lynch, OEO Source 45, Tape #17630

k. "Social Implications of the Dropout Problem"
Margaret Mead Source 14, Tape #37-A

l. "The Sources of Labor Power" (1 hr.)
Paul Harbrecht, S. J. Source 12, Tape #31

m. "A Strategy for the Education of the Disadvantaged"
and "Teaching Technology and the Disadvantaged
Child" Frank Riessmann Source 25, Tape #44

n. "A Walk on the West Side" (45 min.)
Source 12, Tape #69

o. "Who Will Blow the Trumpet?" (1 hr.)
Grace Lee Source 12, Tape #66

Slide Sets

a. "Manpower, the Economy, and Education"
Source 18

III-H SOCIETAL FACTORS INFLUENCING EDUCATION
(Social Class Structure and Mobility)

Other Materials

a. "A Framework for Analyzing Socialization"
Source 24

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IV-A PREPARATION PROGRAMS FOR EDUCATIONAL ADMINISTRATORS (Recruitment)

Films

a "A Man's Reach" (32 min.) Source 37

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IV-B PREPARATION PROGRAMS FOR EDUCATIONAL ADMINISTRATORS (Selection)

Audio Tapes

a Innovations in Preparatory Programs Series "Discussion of the Course Introduction to Educational Administration at Ohio State University" (20 min.) Source 49, Tape #A-1

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IV-C PREPARATION PROGRAMS FOR EDUCATIONAL ADMINISTRATORS (Curriculum)

Films

a. "Building Political Leadership: A Look at Local Government" (18 min.) Source 3

b. "Building Political Leadership: Electorate Tides of the Future" (22 min.) Source 3

c. "Building Political Leadership: Pressure Groups in Action" (16 min.) Source 3

d. "Building Political Leadership: State Political Organization and Legislative Procedures" (18 min.) Source 3

e. "Building Political Leadership: Waging a Campaign and Winning an Election" (21 min.) Source 3

f "Communications Primer" (22 min.) Source 3

g. "Community Governments How They Function" (14 min.) Source 3, 16

h "Education in America Part III-Twenthieth Century Developments" (16 min.) Source 3, 16, 47

IV-C PREPARATION PROGRAMS FOR EDUCATIONAL ADMINISTRATORS
(Curriculum)

Films (cont.)

i. "Is there Communication When You Speak?" (19 min.)
Source 3, 29, 39

j. "Man in the Middle: The State Legislator" (56 min.)
Source 3, 29

k. "The Search for America, Part 2: Our Problems in Education" (29 min.) Source 3, 17

l. "Styles of Leadership" (26 min.) Source 3, 39

m "Task of the Listerner" (Self-concept and behavior)
(30 min.) Source 17, 39

Audio Tapes

a. "Common and Specialized Learnings in Programs for Assistant Superintendents in Charge of Instruction, Public Relations, and Business Management" (40 min.)
Leslie Kindred Source 49, Tape #B-5

b. "A Core Program for Educational Administrators and Supervisors" (26 min.) Kenneth McIntyre
Source 49, Tape #B-1

c. "A Core Program for School, Government, and Business Executives" (45 min.) Keith Goldhammer
Source 49, Tape #B-2

d. "Education: For What and For Whom?" (30 min.)
R. M. Hutchins, H. Rickover, and R. Park
Source 36, Tape #46

e. "Educational Bankruptcy" (30 min.) Stringfellow Barr
Source 36, Tape #12

f. Innovations in Preparatory Programs Series
"Discussion of the course Introduction to Educational Administration at Ohio State University" (20 min.)
Source 49, Tape #A-1

g. Innovations in Preparatory Programs Series
"Three Uses of Simulation: In-Service Workshops in Field, Three-Week Workshops on Campus, and Informal Course Work" (48 min.) Source 49, Tape #A-5

IV-C PREPARATION PROGRAMS FOR EDUCATIONAL ADMINISTRATORS
(Curriculum)

Audio Tapes (cont.)

h. "On Education" (40 min.) Robert M. Hutchins
Source 12, Tape #25

i. "Professional Education in the Age of Science"
Russell Meyers Source 14, Tape #35

j. "A Program of Common and Specialized Learnings for
Elementary and Secondary Principals" (25 min.)
Helen Huus Source 49, Tape #B-4

k. "A Program of Common and Specialized Learnings for
Principals and Superintendents" (52 min.)
George Holloway Source 49, Tape #B-3

Programmed Materials

a. "Federal Relations to Education"
(A programmed text on School Law) Hugh McKeegan and
Richard Wynn Source 49

b. "The Meaning of School Accounts"
(A programmed text on School Accounting) Frank W. Lanham
Source 49

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IV-D PREPARATION PROGRAMS FOR EDUCATIONAL ADMINISTRATORS
(Instructional Methodology and Materials)

Films

a. "Experiment in Excellence" Source 35

b. "Role Playing in Human Relations Training"
(25 min.) Source 3, 5*, 31f, 39, 47
(*Source 5 film code number is MP-3045)

Audio Tapes

a. "Class Discussion of the Filmed Case, 'The Conference'"
(75 min.) Source 49, Tape #E-1

b. "A Core Program for Educational Administrators and
Supervisors" (26 min.) Kenneth McIntyre
Source 49, Tape #B-1

IV-D PREPARATION PROGRAMS FOR EDUCATIONAL ADMINISTRATORS
(Instructional Methodology and Materials)

Audio Tapes (cont.)

c. "Core Program for School, Government, and Business Executives" (45 min.) Keith Goldhammer, Source 49, Tape #B-2

d. Innovations in Preparatory Programs Series "Description of Phase I of the State University of New York at Buffalo Program for Preparing Administrators" (20 min.) Source 49, Tape #A-2

e. "A Program of Common and Specialized Learnings for Elementary and Secondary Principals" (25 min.) Helen Huus Source 49, Tape #B-4

f. "A Program of Common and Specialized Learnings for Principals and Superintendents" (52 min.) George Holloway Source 49, Tape #B-3

Overhead Projection Transparencies

a. "A Curriculum Systems Model of the School" Source 38

b. "Models of Leadership Theories" Source 38

Gaming Materials

a. "Professional Negotiations in Education" (Gaming materials with supplementary instructional materials) Source 49

Simulation Materials

a. "Jefferson High School Principalship" (Detailed simulation for worksop use) Source 49

b. "Jefferson Township Assistant Superintendency for Business Management" (For workshop use) Source 49

c. "Jefferson Township Superintendency" (For workshop use) Source 49

d. "Midville High School Principalship" (36 slides, tape recording, 12 problem items) Source 49

IV-D PREPARATION PROGRAMS FOR EDUCATIONAL ADMINISTRATORS (Instructional Methodology and Materials)

Simulation Materials (cont.)

e. "Shady Acres Elementary Principalship" (23 problem items) Source 49

f. 'Whitman Elementary Principalship" (For workshop use) Source 49

Other Materials

a. "Case Studies in Educational Administration. An Information Storage and Retrieval System" (For locating and selecting case studies for use in instruction) Source 49

b. "The Management Grid" (Task-oriented vs. People-committed test) Source 42

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IV-E PREPARATION PROGRAMS FOR EDUCATIONAL ADMINISTRATORS (Field Experiences, Internships, etc.)

Audio Tapes

a. Innovations in Preparatory Programs Series "Description of the Internship Program at New York University" (30 min.) Source 49, Tape #A-4

b. Innovations in Preparatory Programs Series "Description of the Stanford University Administrative Internship Program" (20 min.) Source 49, Tape #A-3

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IV-F PREPARATION PROGRAMS FOR EDUCATIONAL ADMINISTRATORS (In-Service Education)

Films

a. "Joint Inquiry as a Means of Resolving Conflict" Source 51

IV-F PREPARATION PROGRAMS FOR EDUCATIONAL ADMINISTRATORS (In-Service Education)

Audio Tapes

a. "Administrative Training, Tempe School" Source 14, Tape #42

b. Innovation in Preparatory Programs Series "Three Uses of Simulation: In-Service Workshops in Field, Three-Week Workshops on Campus, and Informal Course Work" (48 min.) Source 49, Tape #A-5

Film Strips

a. "Studying Teacher Influence" (five filmstrips and five audio tapes) Source 38

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IV-G PREPARATION PROGRAMS FOR EDUCATIONAL ADMINISTRATORS (Professionalization)

Audio Tapes

a. "Educational Administration - A Professional Dilemma" (1 hr.) Forrest Murphy Source 45, Tape #17280 A and B

b. "The Myth of the 'Pure' Administrator" (45 min.) H. G. Rickover Source 12, Tape #94

c. "One Hundred Years Toward the Profession" (1 hr.) Archibald Shaw Source 45, Tape #17627

d. "Professional Behavior" J. B. Hodges Source 25, Tape #15

e. "Responsibility of the Superintendent for Improving the Teaching Profession" (1 hr.) Earl Armstrong Source 45, Tape #17652

Recordings

a. Educational Growth Series, Vol. III
   1. "Raising Professional Standards of Teachers through Better Staff Utilization" Source 4

b. Educational Growth Series, Vol. IV
   1. "A Reply to the Attacks on Our Schools"
   2. "A Forward Look for the Teaching Profession"
   Source 4

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IV-H PREPARATION PROGRAMS FOR EDUCATIONAL ADMINISTRATORS (Certification)

No materials reported in this category.

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IV-I PREPARATION PROGRAMS FOR EDUCATIONAL ADMINISTRATORS (Theory Development)

Films

a. "Communications Primer" (22 min.) Source 3

Audio Tapes

a. "Developing the Theory for Administrative Performance" (65 min.) Daniel Griffiths Source 49, Tape #C-3

b. "An Outline of a Theory" (80 min.) Herbert Kaufman Source 49, Tape #C-4

c. "Theoretical Basis of Curriculum" Kimball Wiles Source 25, Tape #91

d. "Theories of Instruction" (1 hr.) Ira J. Gordon at ASCD Conference Source 45, Tape #17742

e. "The Use of Theory in Educational Administration" (45 min.) Daniel E. Griffiths Source 49, Tape #C-1

Games

a. "Help" (a gamed conflict situation demonstrating a theory of game analysis of conflict) Source 38

b. "Sammy and the System" (a gamed conflict situation demonstrating a theory of game analysis of conflict) Source 38

c. "Sour Grapes" (a gamed conflict situation demonstrating a theory of game analysis of conflict) Source 38

Other

a. "Line and Graph Charts with Tape Discussion of 'Findings of a Study of Role Expectations and Role Perceptions of the School Principal'" Source 46

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IV-J PREPARATION PROGRAMS FOR EDUCATIONAL ADMINISTRATORS (Research Methodology)

Films

a. "The Search: Inadequate School Facilities" (26 min.) Source 3. 29

b "Visual Perception" (20 min.) Source 3, 5*, 19, 39 (*Source 5 film code number is MP-2393)

Other

a. "Line and Graph Charts with Tape Discussion of 'Findings of a Study of Role Expectations and Role Perceptions of the School Principal'" Source 46

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HIGHER EDUCATION MATERIALS

Films

a. "The Junior College Story" (25 min.) Source 6
Area III - Societal Factors Influencing Education

b. "A Longer Shadow" Source 44
Area IB - Curriculum Development
Area IIIF - Governmental Change

c. "Within Our Reach" Source 44
Area IIIA - Population Growth and Metropolitanism
Area IIIB - Automation, Science, Technology

Audio Tapes

a "The College Expectations and Implications"
(45 min.) Source 12 Tape #39
Area IVC - Curriculum
Area IVG - Professionalization

b "Community College Administration (104 min.)
Source 49 Tape #C-19
Area IB - Curriculum Development
Area IIA - Goal Setting

c. "What a Community College Is" Source 11
Area IVC - Curriculum

Film Strips

a. "Who Should Go to a Community College"
(Record included) Source 23
Area ID - Pupil Personnel
Area IVC - Curriculum

Slide Sets

a. "College Environments" (60 slide set)
Source 11 Area I F - Plant and Services
Area iVC - Currriculum

b. "Junior College Facilities in Florida, California,
and Alabama" Source 53 Area IF - Plant and Services

HIGHER EDUCATION MATERIALS (cont.)

Gaming Materials

a. "The College and University Planning Game" Source 1
Area IID - Making Decisions

Simulation Materials

a. "Community College Presidency (57 problem items)
Source 49 Area IV D - Instructional Materials

b. "In-Basket X (A one-hour, twelve item, in-basket set
adapted from the Dixie Junior College in Alabama)
Source 53
Area IID - Making Decisions
Area IVD - Instructional Materials

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Guide to Sources for Obtaining Materials

Source Number	Address
1	Academic Planning Tool Center New Mexico State University University Park, New Mexico 88070
2	American Gass Association Film Library 420 Lexington Avenue New York, New York 10017
3	Audio-Visual Center Indiana University Bloomington. Indiana 47405
4	The Audiovisual Library Central Washington State College Ellensburg, Washington 98926
5	Audio Visual Library San Diego State College San Diego, California 92115
6	Bailey Films, Inc. 6509 Longpre Avenue Hollywood, California 90028
7	Thomas J. Barbre Productions 2130 South Bellaire Street Denver, Colorado 80222
8	British Information Service 845 Third Avenue New York, New York 10022
9	Bureau of Audiovisual Services University of Arizona Tucson, Arizona 85721
10	Bureau of Educational Research and Services Arizona State University Tempe. Arizona 85281
11	Dr. Collins Burnett College of Education The Ohio State University 1945 North High Street Columbus, Ohio 43210

Guide to Sources for Obtaining Materials (cont.)

Source Number	Address
12	Center for the Study of Democratic Institutions Box 4068 Santa Barbara, California 93103
13	Central Arizona Film Cooperative Arizon State University Tempe, Arizona 85281
14	College of Education Dvision of Educational Services Arizona State University Tempe, Arizona 85281
15	Colorado State College Instructional Materials Center Attn: Booking Clerk Greeley, Colorado 80631
16	Coronet Films Sales Department Coronet Building Chicago, Illinois 60601
17	Department of Program Utilization National Educational Television 10 Columbus Circle New York, New York 10019
18	Joseph Duncan, Associate Chief Manpower Research Battelle Memorial Institute 505 King Avenue Columbus, Ohio 43201
19	Educational Testing Service Princeton, New Jersey 08540
20	Educators and Executives Insurance Company 3857 North High Street Columbus, Ohio 43214
21	Encyclopedia Britannica Films, Inc. 1150 Willmette Avenue Willmette, Illinois 60091

Guide to Sources for Obtaining Materials (cont.)

Source Number	Address
22	Extension Teaching and Field Service Bureau The University of Texas Austin, Texas 78712
23	Guidance Associates Pleasantville, New York 10570
24	Dr. Glenn Immegart College of Education University of Rochester River Campus Rochester, New York 14627
25	Instructional Media Center University of Florida 207 Norman Hall Gainesville, Florida 32603
26	Film Library IBM Eastern Region HQ. 425 Park Avenue New York, New York 10022 Film Library IBM Midwestern Region HQ. 618 South Michigan Avenue Chicago, Illinois 60605 Film Library IBM Western Region HQ. 3424 Wilshire Boulevard Los Angeles, California 90005
27	International Film Bureau 332 South Michigan Avenue Chicago, Illinois 60604
28	William D. Knill Department of Educational Administration University of Alberta Edmonton, Alberta, Canada
29	McGraw-Hill Book Company 330 West 42nd Street New York, New York 10036 (For films address to Films Division)

Guide to Sources for Obtaining Materials (cont.)

Source Number	Address
30	University of Minnesota Audio-Visual Education Service 2037 University Avenue, Southeast Minneapolis, Minnesota 55455
31	National Education Association 1201 Sixteenth Street, Northwest Washington, D. C. 20036
	31a Department of Elementary School Principals 31b American Association of School Administrators 31c National Education Association Project on Instruction 31d National Association of Secondary School Principals 31e Rural Department 31f National Training Laboratories
32	The National Film Board of Canada 1270 Avenue of the Americas New York, New York 10020
33	National School Boards Assocation 450 East Ohio Street Chicago, Illinois 60611
34	National Tape Repository Bureau of Audiovisual Instruction Stadium Building, Room 348 University of Colorado Boulder, Colorado 80304
35	University of New Hampshire Audio-Visual Center Durham, New Hampshire 03824
36	The Ohio Education Association Audio-Visual Department 255 East Broad Street Columbus, Ohio 43215
37	The Ohio State University Department of Photography Room 113, Townshend Hall 1883 Neil Avenue Columbus, Ohio 43210

Guide to Sources for Obtaining Materials (cont.)

Source Number	Address
38	Dr. Robert E. Ohm College of Education University of Oklahoma Norman, Oklahoma 73069
39	Pennsylvania State University Audio-Visual Aids Library University Park, Pennsylvania 16802
40	Public Relations Department Champion Paper and Fiber Company Hamilton, Ohio
41	Research Institute of America 589 Fifth Avenue New York, New York 10017
42	Scientific Methods, Inc. 2500 Guadalupe Austin, Texas 78705
43	Alan T. Seagren University of Nebraska University High School Lincoln, Nebraska 68508
44	Southern Regional Education Board Atlanta, Georgia
45	State Department of Education Tape Recording Service 121 Memorial Drive, Southwest Atlanta, Georgia 30303 (Note: This is a tape duplicating service. Blank tape must be sent with order.)
46	Dr. Robert E. Sweitzer Pennsylvania State University Education and Psychology Center University Park, Pennsylvania 16802
47	Teaching Aids Laboratory The Ohio State University 124 West Seventeenth Street Columbus, Ohio 43210

Guide to Sources for Obtaining Materials (cont.)

Source Number	Address
48	United World Films, Inc. 1445 Park Avenue New York, New York 10029
49	University Council for Educational Administration 65 South Oval Drive Columbus, Ohio 43210
50	University of Utah Film Library Salt Lake City, Utah 84112
51	Dr. John Wallen 4020 Southwest Lee Portland, Oregon 97221
52	Wayne State University Film Department College of Education Detroit, Michigan 48202
53	Dr. Fred L. Wellman Department of Educational Administration Auburn University Auburn, Alabama 36830
54	Wilding Picture Productions 1345 Argyle Street Chicago, Illinois 60640
55	World Tapes for Education Box 9211 Dallas, Texas 75215
56	Dr. H. H. Wuben 151 Hellems Annex University of Colorado Boulder, Colorado 80304